

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Meeting on July 8th, 2014

Present: Chairman Allin Thompson, Vice Chairman Danette Gonsalves, Clerk Donald Bates, Town Administrator Chris Clark, Selectman Larry Ballantine, Senior Billing Administrator Wellesley Marsh, Secretary Tracey Alves, Comptroller Sandra Cummings

Chairman Thompson called the meeting to order at 8:15 a.m.

Chairman Thompson entertained a motion to adopt the Minutes from the meeting of June 24th, 2014. Vice Chairman Gonsalves moved to approve the Minutes with a second from Clerk Bates; 3-0-0

Comptroller Cummings presented the Board with the 4<sup>th</sup> Quarter Internal Adjustments. The 4th Quarter Internal Adjustments were approved and signed by the Board.

Lavoilette Controls is doing research to determine which SKADA reporting package will work best with the current computer software that is being used by the Water Department.

Verizon Wireless will be meeting to discuss their proposed cellular upgrades on the Route 39 water tank. The meeting will be held at 9:30 a.m. on July 8<sup>th</sup>, 2014 at the Water Department.

T-Mobile will be making upgrades to their cellular equipment on the Route 39 water tank also. They have a signed letter of consent and would like to begin their work in the near future.

Engineers from Haley & Ward will be reviewing the plans and specifications submitted by both Verizon Wireless and T-Mobile for their proposed cellular upgrades on the Route 39 water tank. Once the upgrades are complete Haley & Ward will be inspecting the work done by both parties.

Senior Billing Administrator Wellesley Marsh recommended to the Board that the meter be tested at 2 Captain Barse Lane. The owners of this property had previously submitted an abatement request due to a high consumption read on their spring bill. The request was tabled and the Board had decided to monitor consumption at the property for a few months while their irrigation was in use. The owners have since informed the Water Department that they won't be using their irrigation this summer and therefore, for informational purposes, it was recommended that the meter be tested to reveal further details pertaining to this account.

Chairman Thompson motioned to test the meter at 2 Captain Barse Lane with a waived fee. Vice Chairman Gonsalves seconded that motion; 3-0-0

The Board reviewed the June Pumpage report along with a History Comparison.

The Board was given a packet with information pertaining to Asbestos/Transite water mains. Chairman Thompson recommended having Marina Brock visit the Water Department to give a presentation regarding safety in the field when dealing with asbestos, chemicals, hazardous materials and situations.

Bernie Newhard, Safety Officer/Treatment Specialist and Neil Salzillo, Treatment Foreman joined the meeting to discuss their knowledge about safety in the field when dealing with asbestos related issues. Overall, the Water Department crew has not been thoroughly trained on how to deal with asbestos related situations in the field if an emergency were to occur. A few of the technicians have had basic training on asbestos but this area is not their expertise. Town

Administrator Chris Clark recommended that the Water Department put an Invitation to Bid out for an Asbestos Contractor.

Treatment Foreman Neil Salzillo spoke on the topic of Ph alarms. Currently at the Water Department there is a lockout system in place where when monitoring the water if the pH level gets too high the pumps will stop. This command is hardwired into the system. Prior to there being just one alarm there were two alarms in place to monitor PH levels. The first alarm would let you know if the Ph level was too high and the second alarm would lockout. The change was made to the alarm system some time ago due to an alarm at Well 2 that went off repeatedly which resulted in excessive over-time charges for the Treatment Specialists. Treatment Foreman Salzillo feels that it was beneficial to have the two alarms in place so the system could be monitored constantly and adjusted accordingly before being locked out. Town Administrator Chris Clark advised to have the equipment at Well 2 inspected since it had not been responding properly to the initial alarm system.

Seaside Alarms sent their proposal for what it will cost to alarm the Well 10 treatment facility. Polaris consultant Jason Federico coordinated getting the proposal sent over to the Water Department. There are few additional options available if desired that were not directly included in the proposal. The Board will review the proposal and revisit it at a later date.

Comptroller Cummings presented the Board with the 4<sup>th</sup> Quarter Budget Report.

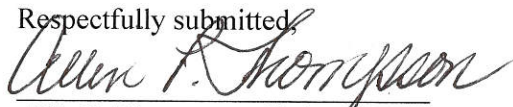
Town Administrator Chris Clark stated that the seven year capital plan should be out within the next 30-45 days.

Verizon Wireless' engineering consultant joined the meeting along with Gregory Eldridge and Leo Yuskus from the engineering firm Haley & Ward to discuss the proposed cellular upgrades that Verizon Wireless is interested in doing to their communications devices on top of the Route 39 water tank. Verizon Wireless will be submitting all of the necessary plans and documents before beginning the work and Haley & Ward will be overseeing that all of the requirements are met and inspecting the work after it is complete.

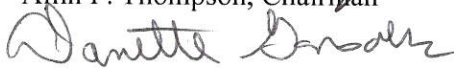
The Board will meet again on Tuesday, July 22nd, 2014.

Chairman Thompson motioned to adjourn at 9:55 a.m. with a second from Vice Chairman Gonsalves; 3-0-0

Respectfully submitted,



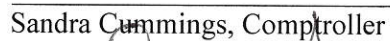
Allin P. Thompson, Chairman



Danette Gonsalves, Vice Chairman



Donald T. Bates, Clerk



Sandra Cummings, Comptroller



Tracey Alves, Secretary